



Memorandum

Date: July 19, 2018

To: West Linn City Council, City Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – July 19, 2018

Schedule

- Just a reminder, the July 23rd agenda now includes an executive session starting at 4:30 p.m. for real estate matters.
- We are scheduled to meet Forest Grove city officials on Tuesday, July 24, at 2:45 p.m. at the Community Auditorium in order to pick up the bus at University at 3:07 p.m. Dinner is at the Yellow Llama at 4:30 p.m. We are leaving it up to you to arrange your own transportation or carpool there.

Information Items

- West Linn Paper Co. Parking. John Williams reported this week that the West Linn Paper Company (WLPC) is installing a pay-to-park system on their property surrounding the old City Hall. Striping has been completed and they expect signs and the pay kiosk to be up in the next couple of weeks. Since the mill closure, many people have been parking their vehicles in this lot – both nearby residents and people visiting downtown Oregon City – and WLPC decided to capitalize on that demand rather than spend time chasing people away. There will be 50 spots available. City staff determined that no land use approvals were required by West Linn's Community Development Code.
- Public Art Commitment for Bond Projects. In response to Councilor Cummings question this week, Bond Counsel has advised that if a project otherwise is subject to the art requirement per City Code, there isn't anything unique about a bond project that would make it exempt. The City Code states that the public art requirement applies to "city projects" defined as any capital project in an amount over \$25,000 paid for wholly or in part by the City of West Linn *to purchase, construct, rehabilitate or remodel any building, decorative or commemorative structure, park, parking facility or any portion thereof within the limits of the City of West Linn.* "Project" does not include street, pathway or utility construction, emergency work, minor alterations, ordinary repair or maintenance necessary to preserve a facility. We will cover this information at your meeting on Monday, but I construe this to mean the amount of bond proceeds reserved for parks and capital facilities will be subject to the public art requirement, but the transportation projects will not.
- Arts and Culture Commission. You received an update on this commission today in a separate memo which Courtney Flynn prepared. As noted the timing of this work is impacted by the news of her resignation to take a position in her home state of Michigan.

- Library Summer Reading Program. Doug Erickson reports this week that the Summer Reading Program enrollment has surpassed 2017 statistics by nearly 13%! With 3 more weeks of sign up left, they are on track to beat our record numbers of overall sign ups in 2016 when the Oregon City Library was closed for renovation. Here are the stats:

Audience	2016	2017	2018 (as of 7/19)
Kids	1625	1392	1507
Teens	497	439	504
Adults	516	440	611
GRAND TOTAL	2638	2271	2622

The 8 Terrific Tuesdays programs held at Willamette Park so far have attracted 158 attendees. In the same period last year, they reached 1334.

Terrific Tuesdays	2017	2018
1 st Week	382 (Presto)	478 (Presto)
2 nd Week	536 (Creature Feature)	312 (Jugglemania)
3 rd Week	285 (Jugglemania)	480 (Creature Feature)
4 th Week:	128 (Okaidja Afroso)	313 (Zaniac)
TOTAL TO DATE	1334	1583

Overall, the Library has received positive feedback on adding science explorations to their summer program. The new Monday STEM (Science, Technology, Engineering, Math) series has been very well received with great attendance.

- Robinwood Station/WLCP. As you know, there was a change in direction this week with WLCP now talking to Friends of Robinwood Station (FORS) about temporarily locating at Robinwood Station. Today, John Williams, Ken Worcester and I met with FORS (Randall, Kevin, Mary) and WLCP (Jennifer and Cathy) to learn more about this and what is needed to evaluate the building for this use. I will make a further report at your meeting on Monday. Mr. Albrich from CIS will be on-site Monday to do the same evaluation he did for Bolton Station. Because Robinwood has been used for youth activities before we do not expect there to be a problem as long as proper levels of insurance and city indemnification are secured.
- Vacation. Just a reminder, I will be away from the office from Tuesday, July 31 through the rest of that week.

That's it for the week.

Eileen